

WHAT'S IN THE WORKS

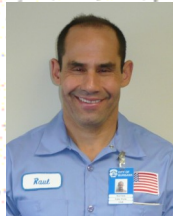
November 2011

New Employees

Public Works welcomes the following employees who are new to the department since the last newsletter publication:



Julio Hermano
Solid Waste
Truck Operator



Raul Sada
Custodian



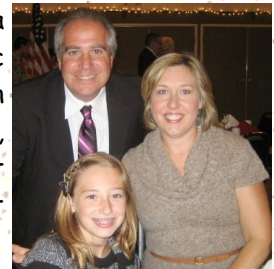
Jose Lepe
Custodian

Employee Honored

Congratulations

Congratulations to Paul Goodwin, Heavy Equipment Operator at the Landfill, who will be retiring on December 1st with 48+ years of service. Paul will be recognized during the November 22nd Council meeting for his many years of service and dedication to the City.

On October 12th, the Burbank Elks Lodge #1497 honored Ari Omessi, Asst. Public Works Director - Fleet and Building, as the Burbank City Employee of the Year. Ari, who has been a City employee for more than 31 years, was nominated for the honor due to his hard work and exemplary service. As part of the ceremony, which was also attended by Ari's wife Shannon and daughter Taylor, Public Works Director Bonnie Teaford spoke about Ari's rise through the ranks from a Temporary Mechanic's Helper to Asst. Public Works Director; his willingness to take on new and unusual programs like our electric, hydrogen, and compressed natural gas fleet conversions; and his unflagging commitment to customer service.



Your Help is Needed!

As in years past, the Public Works Department is doing its part to help to make the holidays a little brighter for families in need by putting together holiday baskets. The goal is to provide food for at least one full day for each family and gifts for the children. Your help is needed in this endeavor. Please give your donation of food or cash to either Renee Roach in the Yard or Sandy George in Engineering (cash donations will be used to purchase gifts and/or food).

Public Works Department has committed to providing enough for 3 families. All donations will be very appreciated.

Public Works Service Anniversaries

Congratulations to the following Public Works employees who were honored this year for their many years of service!

35 Years

Ralph Costanzo

30 Years

Jerry Anderson
Anthony Carbone
David Flores
Alfred Johnson
Arnie Peterson
Ron Vincent

25 Years

Raul Martinez
Brian Mole

20 Years

Sergio Carrillo
Diane Goulding
Jeff Musich
Al Sheean
Errol Wilkerson

15 Years

Brian Little
Jorge Sandoval

10 Years

Marco Henriquez
Ken Johnson
Omar Moheize
Mike Salvani
Jose Sanchez
Carolyn Scully
Eric Villegas

5 Years

Schell Chandler
Andrew Corral
Roy Garcia
Michael Gutierrez
Brian Hurley
Eden Lopez

Dimas Molina
Michael Montoya
Francisco Moreno
Michael Muravez
Saro Ohanian
Dan Rynn

Bradley Simpson
Deanna Tovar
Dino Velasquez
Daniel Zacarias

Taste of Downtown Burbank Keeps getting Greener



Last year in their first attempt at eliminating as much waste as possible from the Taste of Downtown Burbank event, the Burbank Recycle Center staff helped to divert 72% of the waste generated by the 2,000 guests and 40 vendors either to recycling or to a commercial composting facilities.

This year Recycle Center staff used lessons from the 2010 event to increase waste diversion from 72% to 82%. This is no small feat given the number of vendors and guests who need to cooperate. Thankfully the Burbank High School Key Club volunteered to work the Zero Waste stations and helped guests sort their materials properly. Vendors made a strong effort to prevent waste by using washable serving ware, reusing decorations, offering condiments in bulk containers, and serving foods that needed minimal plates or utensils. In addition, this year, the non-profit Angel Harvest picked up 200 lbs of food which was donated to area families in need.

Through staff and volunteer efforts, countless guests and restaurants were shown that a lot of trash does not have to accompany a good time. With a little planning and forethought, we can dramatically extend the life of our landfill and reduce the costs associated with waste.



Outreach

On September 27th, the Wastewater Division coordinated two tours and presentations at the Water Reclamation Plant. The attendees were members of the California Water Environmental Association and staff from the City of Los Angeles Sanitation Wastewater Engineering Services Division.



Bake Sale

Wednesday, November 16th

at

PW Yard Administration Office

7:00 a.m. to 3:00 p.m.

Proceeds will be used to purchase food & gifts for the holiday baskets.

Another Win! Traffic Division Gets Another Grant

In October, Caltrans announced that the City had been awarded a \$689,100 Safe Routes to School federal grant. Out of 332 applications submitted statewide, 139 project applications were selected - including Burbank's.

This grant will transform a 2.4 mile length of Keystone St. into a Class III bicycle route, adding signage with no widening or restriping of the existing roadway. The route will pass four schools and connect to several existing east-west bicycle facilities in the City. Traffic calming measures will also be added such as high visibility crosswalks, curb ramps, median islands, bicycle detection, bike boxes, and other amenities to be determined based upon dialog with local residents and schools during the design phase.

There are two Safe Routes programs, one funded by the State and one by the Federal government. The City's application results for these grants in recent years have been

impressive: we've received seven grants totaling more than \$3.6 Million.

CYCLE #	TOTAL PROJECT	GRANT FUNDED
State 3	\$155,000	\$139,500
State 5	\$100,571	\$90,514
State 6	\$223,800	\$201,420
State 7	\$800,800	\$720,720
State 8	\$988,300	\$889,470
Federal 1	\$887,600	\$887,600
Federal 3	\$689,100	\$689,100
TOTAL:	\$3,845,171	\$3,618,324

The City's local share is \$227,000 or just 6% of the \$3.8 Million in total project costs for both State and Federal grant awards, a big savings to Burbank taxpayers.

The Traffic Division will continue to apply for future grant cycles to continue improving safety for students at Burbank schools.



No Recycle Center workshops are scheduled for November and December. Billy Rey and staff are busy at work planning events and workshops for 2012.



Public Works by the Numbers

Engineering & Construction

The Engineering and Construction Division includes the Street Design and Construction section and the Permits section. The Street Design and Construction section is responsible for planning, designing, constructing, and monitoring the City’s street, alley, and sidewalk infrastructure improvements; overseeing all work in the public right-of-way for public safety and adherence to City standards.

The Permits section of the Engineering and Construction Division regulates all work performed in the public right-of-way. The table below summarizes the activities of the Permits section during the past three months. These data are an indication of private-sector construction activity in the City.

TYPE OF PERMIT	August	September	October
Gas Company *	18	27	14
AT&T *	7	4	3
BWP - Water Division *	13	11	15
BWP - Electrical Division *	2	0	10
Charter Communications *	0	0	0
Excavation *	16	12	12
Excavation w/Plans *	6	7	6
Sewer *	12	4	8
Haul Route *	0	0	0
Building Plan Check	2	2	2
Building/Construction *	20	17	17
Demolition *	0	0	1
Pool *	2	3	1
Street Use *	50	54	53
Transportation *	5	11	4
Water Discharge *	8	2	14
Address Assignment *	30	35	20
Banner *	1	3	2
Encroachment *	1	1	2
Temporary Encroachment *	1	1	0
Conditional Use (CUP) **	3	1	0
Development Review (DR) **	0	0	3
Second Dwelling Unit (SDU) **	0	0	0
Lot Line Adjustment (LLA) **	0	0	0
Plan Development (PD) **	0	0	0
Tentative Parcel Map (TPM) **	0	0	0
Tentative Tract Map (TTM) **	0	0	0
Variance (VAR) **	2	2	2
Zone Map/Text (ZMA/ZTA) **	2	0	0
Monthly Totals	201	197	189
% Change compared to 2010	41%	13%	43%

OTHER PERMIT SECTION ACTIVITIES	August	September	October
Research/Maps provided to public	19	25	18
News Rack Impoundment	0	0	0
News Rack Verification	8	3	5
News Rack Citations	8	0	5
Open House Applications	31	13	17
Open House Permits *	128	68	61
Monthly Totals	194	109	106

* Permits Issued

** Applications Received in Public Works

Traffic

The Traffic Division includes the Traffic Engineering and Design section, Signs and Painting section, and Signal Maintenance section . Traffic Engineering and Design oversees traffic control designs, plan checking/permitting, parking programs, and neighborhood protection plans. The Signs and Painting section oversees installation/maintenance of traffic signs, traffic control painting, pedestrian crosswalks, and bikeways. The Signal Maintenance section oversees the various Intelligent Transportation System (ITS) devices that include the maintenance/installation of dynamic message signs, trailblazer signs, traffic cameras, and system-wide traffic detection. The Traffic Management Center serves as the centralized command center for the City’s 188 signalized intersections.

The table below summarizes some of the activities of the Traffic Division during the past three months.

	August	September	October
Parking			
Number of monthly permits issued	443	442	441
Monthly parking permit revenue	\$22,150	\$22,100	\$22,050
Residential permits issued	152	187	136
Number of LNCV parking permits issued	228	142	96
LNCV parking permit revenue	\$450	\$230	\$280
Signs & Painting			
Number of linear feet of curb painted/repainted	16,468	3,560	4,873
Number of linear feet of pavement markings painted/repainted	5,251	13,519	10,851
Number of lane miles of street re-striped*	59	0	0
Number of word legends & symbol legends painted/repainted	137	414	434
Number of "Stop" signs replaced on schedule	25	1	8
Number of miscellaneous signs repaired/replaced	205	240	393
Number of traffic count studies conducted	4	2	0
Traffic Signals			
Number of traffic signals receiving preventative maintenance	46	42	48
Number of traffic signal malfunctions repaired	95	79	86
Number of traffic signal malfunctions repaired within 2 hours	92	77	83
Number of Underground Service Alert markings completed	34	75	99

*Re-stripping is typically conducted in summer months only.

Water Reclamation & Sewer

The Water Reclamation and Sewer Division includes the Engineering and Design section, Industrial Waste Permitting and Inspection section, Plant Operations and Maintenance section, and Sewer Maintenance section. Its functions include issuing sewer permits; establishing sewer fees; preparing reports and studies relating to the City’s Sewer Master Plan and infrastructure needs; coordinating administrative activities with the City of Los Angeles, state, and federal regulating agencies, and maintaining 284 miles of sewers and storm drains.

The table below summarizes some of the activities of the Water Reclamation and Sewer Division over a three month period.

	July	August	September
Number of SLURP rebates issued (\$'s)	3(\$450)*	4 (\$600)**	3(\$1150)***
Miles of sewer cleaned	35.4	35.28	28.52
Miles of sewer inspected via CCTV	5	7.1	8
Number of routine inspections of Significant Industrial Users	6	2	0
Number of illicit discharges inspected	24	23	17
Number of sewer overflow notifications	0	0	0
Number of sewer overflow notifications responded to in less than 25 minutes	0	0	0
Monthly average of flow treated at the Reclamation Plant (in million gallons per day (MGD))	8.22	8.4	8.31
Monthly average of recycled water delivered to BWP (in million gallons per day (MGD))	2.51	2.71	2.48
Monthly average of treated water discharged to the channel (in million gallons per day (MGD))	6.02	5.94	6.26
Amount of sludge sent to Los Angeles (in million gallons per day (MGD))	0.125	0.115	0.11

*3@ \$150

**4@ \$150

***2@ \$500, 1@ \$150

Fleet & Building Maintenance

The Fleet and Building Maintenance Division maintains and repairs all City equipment and buildings with the exception of Fire equipment and BWP equipment/facilities. The Fleet Services section repairs a diverse range of conventional and alternate fueled vehicles and equipment, including the City's demonstration hydrogen fuel station. The Building Maintenance section consists of Facilities Maintenance and Custodial Services, handling the maintenance and repairs of all non-BWP City facilities. Facilities Maintenance includes construction, maintenance, carpentry, and painting of 775,000 sq. ft located within 80 buildings. Custodial Services cleans 532,000 sq. ft of occupied space in 28 buildings.

The table below summarizes some of the activities of the Fleet and Building Maintenance Division during the past three months.

	August	September	October
Fleet			
Total number of vehicles serviced	1516	1243	1234
Preventative maintenance inspections	166	155	154
General Repairs	1330	1072	1053
Road calls	16	10	19
Warranty/Recalls	4	6	8
Building Maintenance			
Number of work orders processed	299	298	*

**Figures not available*

Street & Sanitation

The Street and Sanitation Division includes the Road and Parkway Maintenance (including graffiti removal), Weed Abatement, Street Sweeping, Flood Control, Refuse Collection, Refuse Disposal, and Recycling sections.

The table below summarizes some of the activities of the Street and Sanitation Division during the past three months.

	August	September	October
Graffiti			
Number of incidents reported	333	207	177
Incidents removed in 1 day	301	202	173
Incidents removed in 2 days	27	5	4
Incidents removed in 3 days	4	0	0
Bulky Items			
Number of bulky item pickups	1906	1704	1422
Potholes			
Number of notifications received	31	31	21
Number repaired within 6 days of notification	22	29	18
Sidewalks			
Number of notifications received	11	4	5
Number repaired within 6 days of notification	8	4	4
Litter & Weed Abatement			
Number of litter or weed complaints	23	26	14
Number of complaints responded to within 3 days	23	26	14
Solid Waste/Recycling			
Number of service orders processed	1080	1039	945
Number of service orders processed within 5 days	1080	1036	943
Solid waste tonnage disposed of at Burbank Landfill	3147	2960	*
Green waste tonnage diverted from Burbank Landfill	1570	1545	*
Electronics collected (tons)	14	10	11
Used oil collected (gallons)	955	835	815
Oil drain pans distributed	7	18	10
Composters distributed	33	49	13
Recycling events conducted	7	6	6

All references to number of days are working days only.

**Figures not available*

Administration

The Administration Division provides administrative, financial, legislative, and employee relations support for the department.

The following table provides a summary of the call volume received by administrative staff in Public Works Field Services during the past three months.

	August	September	October
Bulky*	644	567	523
Sewer	27	21	47
Solid Waste	2148	1867	1825
Street	232	241	218
BWP	365	316	438
Home Rewards Rebate	56	34	60
Misc	1221	1058	1060
Total number of calls	4693	4104	4171

*Does not include calls to the Bulky Item Hotline.



Public Works Department Mission Statement
The Public Works Department plans, designs, builds, operates and maintains the City's public works systems in a financially and environmentally responsible manner, while responding to the community's changing needs.